The University of Southern Mississippi Bulletin 1982-83

Independent Study

Changing lifestyles bring about new attitudes toward education. Today people are viewing university campuses as sites from which learning emanates, rather than as cloistered repositories of knowledge. Education as purposeful involvement is becoming accepted as a lifelong part-time activity, not something that terminates with a high school or college diploma.

The University of Southern Mississippi's Division of Continuing Education and Public Service is proud of its record of responsive leadership in taking educational opportunities to the people of the state and nation through its flexible program of extension courses, conferences, workshops, special interest courses, and Independent Study.

Independent Study affords a unique opportunity to study at one's own pace under individualized faculty guidance. Whether the course be taken for academic credit or not, you can be assured of the University's traditional standards of instruction and materials. Discover the excitement of new styles of learning by enrolling in our Independent Study courses.

Division of Continuing Education and Public Service

The University of Southern Mississippi is an Affirmative Action Institution and an Equal Employment Opportunity Employer.

University of Southern Mississippi

Bulletin

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ANNOUNCEMENTS
1982-83

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REGISTRATION

You may register for Independent Study courses at any time during the year. Application forms are enclosed and book order forms are provided with this catalog. All information requested on the enrollment form should be completed. The application forms and fee should be sent to the Department of Independent Study, Southern Station, Box 5056, Hattiesburg, MS 39406-5056. The Book Order Form should be sent directly to the USM Bookstore, Southern Station, Box 5062.

You may also register in person at the Independent Study Office, Room 315, McLemore Hall. Office hours are 8:00 a.m. to 5:00 p.m., Monday through Friday. The telephone number is (601) 266-4206, 4207, 4208.

COURSE LOAD

It is recommended that no more than two Independent Study courses be in progress at any one time.

HIGH SCHOOL COURSES

The University of Southern Mississippi's Department of Independent Study offers sixty-five high school courses, found in a special section of this catalog. Anyone who has completed the eighth grade or is at least 18 years old may enroll in a high school Independent Study course. Individuals may enroll at any time during the year. For complete information about the high school program, please see page 6 of this catalog.

FEES

University Course Fees

$29.00 for a one-semester hour course
$58.00 for a two-semester hour course
$87.00 for a three-semester hour course
$3.00 first class mailing fee

Any additional supplements and tapes are ordered from the Department of Independent Study; payment for these must accompany the order. Prices are listed in the catalog with the course information.

High School Fees

$40.00 per one-half unit plus $3.00 first class mailing fees is payable in advance.

REFUNDS

A refund is allowed if no more than one month has elapsed since registration and if no lessons have been submitted. The amount of this refund is 80 percent of the tuition fee submitted. No refunds are allowed on course transfers.

TEXTBOOKS

Necessary textbooks may be obtained wherever it is convenient for you. Books may be sent from the USM Bookstore. The Book Order Form should be sent directly to the USM Bookstore, Southern Station, Box 5062, Hattiesburg, MS 39406-5062.

If you have access to one or more of the required texts, list on the Book Order Form only those you wish sent.

Text listings in this catalog may be changed without notice. Books may go out of print, making the course for which they are used unavailable or necessitating the rewriting of the course and the use of another text.

Certain used books will be available at a reduction of the regular price. It is suggested that the student indicate if a used copy of the book is desired. If possible, it will be supplied. It should be noted that new books are not always available at the USM Bookstore; therefore, a used book will be sent to eliminate the student's waiting. New books, when desired, may be ordered directly from the publishers (see course description).

NOTE: You should use the exact textbook and edition for which your course materials are written. There will be a $2.00 charge for postage and handling of textbooks if shipped prepaid.

Lesson Preparation and Mailing

Students will not be permitted to rush through Independent Study courses. Lessons should be carefully prepared, and the student should not apply for the final examination until he is adequately prepared to take it.

As lessons are completed, the student should mail or bring them to the Independent Study Office for evaluation by the instructor. Students are encouraged to make duplicate copies of lesson assignments to protect themselves in the event of loss. Do not submit partially complete lesson assignments. (It is suggested that you mail three lessons at a time in one of the self-addressed envelopes received in your packet.)

The Department of Independent Study is not responsible for lessons lost in the mail due to insufficient postage or otherwise.

GRADING OF ASSIGNMENTS

1. Graded lessons will not be returned to the student unless his work is of a quality which, in the opinion of the instructor, requires additional work and review. A progress report will be mailed to each student after completion of lesson six and lesson fourteen on the college program, and after lessons 1-4, Test 1, and 5-8, Test 2 on the high school program.

2. A grade report bearing the student's final grade will be mailed at the earliest possible date after completion of all course requirements.

3. The student experiencing difficulty in his work should contact the Department of Independent Study and explain the nature of his problem. Administrative problems can be handled by the Department of Independent Study; problems of academic nature will be referred to the grading professor for response.

TIME LIMITATIONS

Resident and/or non-resident Independent Study courses that are to be used to complete graduation requirements must be completed, including the examination, and in the hands of the Independent Study Office no later than three weeks before the date of commencement exercises.

The maximum time for the completion of an Independent Study course is one year from the date of acceptance of the application. The minimum time for completion of a course is **one month** from the date of registration, provided assignments are sent in two or three at a time at regular intervals proportionately spaced over the minimum time.

EXTENSION

A three-month extension beyond the one-year limitation will be granted upon payment of $5.00 before the expiration date: Students are allowed one three-month extension for each course. With the extension fee, the student **must** include the social security number, the name and number of his course, and his name, address, and zip code.

EXAMINATIONS

If a student receives a failing grade on his course, he may, *with the permission of the instructor*, be permitted to retake the tests required for the course. The charge for repeating these tests is $15.00.

THE HONOR SYSTEM

Examinations should be an important part of the learning process. They are also the chief means for evaluating and recording your accomplishments in the subject. It is, therefore, important that the examining process be conducted so that the achievements on the examination represent your own efforts.

A high sense of personal honor and integrity is imperative in Independent Study lessons and examinations. The system of Independent Study is a privilege extended to us by the University. Hundreds are able to study at home because of such a program. Academic misconduct in the form of giving or receiving outside aid in examinations or on lessons is an abuse of this privilege and endangers the integrity both of the person and of the system.

When evidence of cheating is brought to the attention of this office, that evidence is recorded. The individual is then given an opportunity to be heard. If findings establish proof of academic misconduct, the individual may be denied refund of the Independent Study fee, credit for the course, and further registration in any Independent Study course offered by the University. A report of the violation will be made to the school concerned.

MILITARY PROGRAMS
DEFENSE ACTIVITY for NON-TRADITIONAL EDUCATION SUPPORT

The successor to the United States Armed Forces Institute (USAFI), the Defense Activity for Non-Traditional Education Support (DANTES), is responsible for providing information to military personnel concerning programs that are available to them. The Department of Independent Study of the University of Southern Mississippi has cooperated with DANTES in providing information concerning the offerings and regulations of the department. Military personnel interested in Independent Study should confer with their education officer for guidance in the selection of appropriate courses of study.

This department will be pleased to give its full cooperation to DANTES and anticipates the same fine working relationship that we experienced with USAFI.

VETERANS

All University level courses listed for credit in this **Bulletin** are approved for eligible persons or veterans under the provisions of the G.I. Bill. Veterans or eligible persons must include the completed "Application for Program of Education or Training" (VA Form 22-1990) as part of their application for enrollment in the course.

PHYSICAL HANDICAPPED

The Mississippi Education Agency, through its Mississippi Rehabilitation Commission, offers payment of tuition and other fees and services to civilian students (normally nonveterans) who have certain physical handicaps, provided the vocational objective selected by the student has been approved by a representative of the division.

Application for vocational rehabilitation should be made to the District Rehabilitation Commission Office nearest the student's home.

COUNSELING SERVICE

The Division of Continuing Education and Public Service offers individual counseling for the student who wishes to have help in planning an educational program which includes Independent Study. The service is especially valuable to students not presently following a degree program at a college or university. Prospective students desiring counseling should contact the Department of Independent Study.

High School

REGISTRATION

1. Contact the principal, superintendent, or guidance counselor of your high school and have him advise which course will give acceptable credit.

2. Complete the application form and have a school official sign the application and appoint a supervisor. Be sure to indicate the course(s) requested in one-half units to avoid the possibility of the incorrect semester of work being mailed by the Department of Independent Study.

3. Send the completed application form and tuition payment to the Department of Independent Study, Southern Station, Box 5056, Hattiesburg, Mississippi 39406-5056. Make all checks or money orders payable to the University of Southern Mississippi.

4. *Course materials will be mailed to your supervisor who will distribute them to you and issue your final instructions. It is the responsibility of the student to contact his supervisor concerning the receipt and distribution of the course materials.* If the course materials have not been received by the supervisor within a ten-day period following the request, the Department of Independent Study should be notified immediately.

5. Order textbooks from the University Bookstore using the enclosed order form and request C.O.D. shipment. Do not send textbook requests to the Department of Independent Study.

6. Retain this catalog for future reference. Contact the Department of Independent Study should unexpected problems arise which cannot be resolved through the assistance of your supervisor.

COST

All high school Independent Study courses are divided into one-half units. The registration fee for each one-half unit is $40.00 plus $3.00 first class mailing fees. All fees must be paid in advance. Fees may be changed at anytime.

Students are required to pay postage on the lessons and tests sent in for grading, while the University pays the postage on the graded tests which are returned to the student. It is the responsibility of the student to provide sufficient postage on lessons sent to the department for grading.

It is preferable that tuition payment be made by check or money order. All checks and money orders should be made payable to the University of Southern Mississippi.

CREDIT AND COURSE LOAD

The Department of Independent Study does not issue a diploma but issues credit through an accredited high school. Any student taking an Independent Study course for the purpose of completing high school credits, or wishing his credit added to his high school record, must have the written approval of the superintendent or principal of his school. The superintendent or principal agrees to accept the Independent Study credit when he signs the student's Independent Study application. Upon completion of a course, a grade report is sent to the principal of the school, who in turn adds the credit to the student's high school record.Not more than *two units or four half units* of Independent Study credit may be accepted for meeting graduation requirements in the *state of Mississippi*.

Students taking courses to meet graduation requirements outside the state of Mississippi will follow regulations of the state in which they wish to receive credit.

If a student is preparing for a GED test, he will be allowed to complete as many courses for non-credit as he deems necessary to pass the GED test.

A student cannot enroll in more than two courses of one-half unit each at any one time.

An additional two units of Independent Study work, if approved by the principal where the student is enrolled, may be counted toward a high school diploma, provided the applicant has reached the age of eighteen years on or before January 1 of the year in which the request is received and provided the applicant meets all other requirements for Independent Study credit.

SUPERVISION OF STUDY

Every student taking an Independent Study course for credit must have a supervisor appointed by his principal. The Department of Independent Study *prefers* that the supervisor be a *teacher* in the same subject field as the Independent Study course requested. *In no instance can the supervisor be a guardian or parent.*

All lesson materials will be sent to the student's supervisor who will distribute them to the student. The specific duties of the supervisor are enumerated in the Supervisor's Manual, which accompanies each set of course materials. *Generally, the supervisor's duties consist of administering tests, mailing completed lesson assignments, and providing extra help as required.*

NOTE: It is the responsibility of the student to provide the supervisor with sufficient postage. The supervisor can be of tremendous assistance in helping the student resolve temporary problems and encouraging him to work conscientiously.

It is the responsibility of the supervisor to administer a student's tests *in a test situation* and to ensure the completion of the tests *without the benefit of outside assistance*.

CHANGE OF RESIDENCE

During the period of Independent Study course enrollment, a student who finds it necessary to transfer from one school to another must:

1. Inform his original supervisor that all tests must be destroyed.
2. Contact his new principal. It is the responsibility of the new principal to:
   a. Approve the Independent Study course enrollment through his school.
   b. Assign a new supervisor.
   c. Inform the Department of Independent Study in writing of enrollment approval and new supervisor assignment. The name and complete address of the supervisor must be included.
   d. Request that a new test booklet be sent to the newly assigned supervisor.
3. Include a handling fee of $3.00 with the Principal's request to cover the cost of forwarding additional test materials.

RELEASE OF GRADES

Grades cannot be given by phone to students or parents.

Grades can be given by phone only to the student's supervisor, counselor, or principal after proper identification. The identification method will be by the supervisor's social security number which is listed on the application.

Grades will be sent by mail to the student's high school and to the student's home.

A progress report may be given by phone to the student upon proper identification such as social security number.

Students may see their grades which are recorded in the Independent Study office.

TRANSFER OF COURSE – HIGH SCHOOL

If a student wishes to transfer his enrollment to a course different from the one for which he registered, he may do so provided:

a. The request is made within a thirty-day period after the original registration date.
b. A new application form signed by his principal and naming a supervisory teacher for the new course is submitted.
c. A $5.00 "transfer fee" and a $1.00 fee for each lesson assignment submitted are paid.
d. The original course materials and supervisor's manual are returned to the Department of Independent Study.
e. The transfer does not alter the original time limit for completion of the course.
f. The transfer is not made from one person to another.
g. All transfer fees are in the hands of the Department of Independent Study before the new course is issued.

UNIVERSITY COURSES FOR HIGH SCHOOL SENIORS

Enrollment in basic university courses is open to eligible high school students who wish to enrich and accelerate their education. Students may enroll any time during the year, beginning as early as summer vacation between the junior and senior years.

Eligibility

To be eligible for this program, high school students must have completed their junior year; they must rank in the upper one-third of their class; they must be capable of performing university level work; and the Independent Study course work should not interfere with their regular high school program.

Mathematics

MAT 101 College Algebra
MAT 103 Plane Trigonometry
MAT 112 Applied Algebra for Problem Solving
MAT 120 Mathematics for the Arts and Humanities

Political Science

PS 101 American Government

Psychology

PSY 110 General Psychology

Science Education
FS 104 Physical Science I
FS 106 Biological Science I

Sociology
SOC 101 Introduction to Sociology

DESCRIPTION OF COURSES HIGH SCHOOL SUBJECTS

(Text and course material subject to change)

Business

BOOKKEEPING, First Half (One-Half Unit)
A beginning course which will teach the basic bookkeeping concepts as they apply to the techniques used in the business world.

Text: Century 21 Accounting First Year Course by Swanson, Boynton, Ross and Hanson, Second Edition.

Workbook: Working Papers and Study Guides for Chapters 1-22 for Second Edition, Stock No. B 211.

Practice Set: Quadrasonics Electronic Sound Equipment with Source Documents, Parts 1 and 2, Stock B 215.

BOOKKEEPING, Second Half (One-Half Unit)
Continuation of the above course.

Text:Same as above course.

Workbook: Study Guides for Chapters 23-33 for Second Edition, Stock No. B 212.

Practice Set: New Horizons Select Camping Gear with Source Documents, Stock, No. B 225.

BUSINESS ARITHMETIC (One-Half Unit)
This course presents three distinct types of subject matter: business problems, fundamental operations, and mental arithmetic. It is designed so that the student may gain a deeper understanding of number operations and relationships and obtain a firmer grasp of the meaning and use of fractions, decimals, and percents.

Text: Applied Business Mathematics, Southwestern Publishing Company, workbook only, #M451, Eleventh Edition by Fairbanks, 1980.

BUSINESS ENGLISH (One-Half Unit)
The course presents fundamental skills necessary for the writing of effective business correspondence. Drills are given in building the sentence and paragraph units so that the student should be able to write a satisfactory letter of any type.

Text: Effective English for Business Communication, Southwestern Publishing Company, Seventh Edition, 1980, no workbook required.

BUSINESS LAW (One-Half Unit)
The course is designed to give the student a practical understanding of the law and of the legal framework that has grown up around it. This practical understanding of the law should help determine if and when a lawyer should be consulted.

Text: Applied Business Law by Fisk, Southwestern Publishing Company, Eleventh Edition, 1977, book L84.

GENERAL BUSINESS, First Half (One-Half Unit)
A course in which the student acquires information about business and its services (transportation, communication, banking, insurance, etc.) and information which is important in the everyday life of persons.

Text: General Business for Economic Understanding, Southwestern Publishing Company, 1976.

GENERAL BUSINESS, Second Half (One-Half Unit)
Continuation of the above course.

SHORTHAND, ELEMENTARY, First Half (One-Half Unit)
This course, based on the new Gregg Shorthand Diamond Jubilee Series system, is prepared for the student who desires to learn the fundamentals of Gregg shorthand. Upon completion of the course, the student will have a knowledge of all Gregg shorthand principles and will have read and copied much printed shorthand with some degree of speed and accuracy. Note: The student should have a 33 1-3rpm record player for use of practice recordings.

Text: Gregg Shorthand I. Text Kit by Leslie. Gregg Division of McGraw-Hill Publishing Company, 1965.

SHORTHAND, ELEMENTARY, Second Half (One-Half Unit)
Continuation of the above course.

Text: Gregg Shorthand II. Text Kit by Leslie. Gregg Division of McGraw-Hill Publishing Company, 1966.

TYPEWRITING, ELEMENTARY, First Half (One-Half Unit)
A course in the fundamentals of touch typewriting for the purpose of mastering the keyboard and operative parts of the machine; also gives practice and training in the preparation of a variety of business papers. Note: Student must have access to a typewriter.

Text: Century 21 Typewriting by Lessenberry, Crawford, Erickson. Book 1, Second Edition, (T81), Southwestern Publishing Company, 1977.

TYPEWRITING, ELEMENTARY, Second Half (One-Half Unit)
Continuation of the above course.

Text: Same as above, lab materials for Second Edition, T812, Cycle 2.

TYPEWRITING, ADVANCED, First Half (One-Half Unit)
This course is organized to give the student experience in the preparation and understanding of varied typing problems of increasing difficulty and to develop vocational competency in office procedures.

Text: Century 21 Typewriting, by Lessenberry. Book 2, Second Edition, (T82), Southwestern Publishing Company, 1977.

Laboratory materials for Second Edition, book 2, T821, cycle 3 of same text.

TYPEWRITING, ADVANCED, Second Half (One-Half Unit)
Same text with laboratory materials for cycle 4, T822.

English

ENGLISH I, First Half (One-Half Unit)
A Ninth Grade level course to give a review in the use of the tools of basic grammar and elementary composition.

Text: Modern English in Action, 1978. D. C. Heath.

ENGLISH I, Second Half (One-Half Unit)
A Ninth Grade level course to give an appreciation of literature.

Text: Insights, Themes in Literature by Carlsen, McGraw-Hill, 1979, Third Edition.

ENGLISH II, First Half (One-Half Unit)
A Tenth Grade level course to give an appreciation of literature, elementary composition, and grammar review.

Text: Modern English in Action by Christ. Heath (10th), 1975.

ENGLISH II, Second Half (One-Half Unit)
Continuation of the above course.

Text: Exploring Life Through Literature by Farrell. Scott, Foresman, 1976.

ENGLISH III, First Half (One-Half Unit)
An Eleventh Grade level course which introduces the student to American literature through the study of modern fiction, nonfiction, poetry, and drama. The course also presents the fundamentals of grammar to be used in writing.

Text: Modern English in Action by Christ. Heath (11th), 1975.

Text: The United States in Literature by Miller. (Glass Menagerie Ed.) Scott, Foresman, 1976.

ENGLISH III, Second Half (One-Half Unit)
Continuation of the above course. Same text.

ENGLISH IV, First Half (One-Half Unit)
A Twelfth Grade level course which provides a review of English grammar as well as the opportunity to practice good writing skills.

Text: Modern English in Action by Christ. D. C. Heath (12th), 1975.

ENGLISH IV, Second Half (One-Half Unit)
This course surveys English literature from the Anglo-Saxon period through the eighteenth century.
Text: England in Literature by Miller. Scott, Foresman (Macbeth Edition), 1976.

JOURNALISM (One-Half Unit)
A course to give a basic understanding of journalism and skills in writing for high school newspapers; fosters appreciation of good journalism.
Text: Journalism in the Mass Media by Moyes. Ginn and Co., 1970.

Home Economics

HOMEMAKING I, First Half (One-Half Unit)
This introductory course in homemaking is designed to give a student general information in understanding himself, his family, and his social relationships.
Text: Introductory Homemaking by Cross. Lippincott, 1970.

HOMEMAKING I, Second Half (One-Half Unit)
This course has combined scientific knowledge of a balanced diet with its practical application of meal planning.
Text: Food For Modern Living by McDermott. Lippincott, 1973.

HOMEMAKING II, First Half (One-Half Unit)
This course is primarily concerned with basic sewing skills and the evaluation and management of a wardrobe.
Text: Steps in Clothing Skills by Wanda Draper and Anetta Bailey, Revised 1978 Edition. Charles A. Bennett Company, Inc.

HOMEMAKING II, Second Half (One-Half Unit)
This is an introductory course in home planning, furniture and equipment buying, the selection of accessories, and the choice of style and design.
Text: Homes Today, and Tomorrow by Ruth F. Sherwood, Revised 1976 Edition. Charles A. Bennett Company, Inc.

FAMILY LIVING (One-Half Unit)
This study of Family Living includes personality development, dating problems, engagement, marriage, laws, marriage adjustments, family finances, divorces, and preparation for parenthood.
Text: Personal Adjustment Marriage and Family Living by Landis. Prentice-Hall, 1975.

CHILD DEVELOPMENT (One-Half Unit)
The major purpose of this course in Child Development is to focus on children—their physical, emotional, and intellectual growth.
Text: The Developing Child-Third Edition by Brisbane. Charles A. Bennett Company, Inc., Peoria, IL, 1980.

FRENCH I, First Half (One-Half Unit)
An introduction to the principles of grammar, pronunciation, and reading.
Text: Elementaire De Francais by Dale. Heath, 1970.
Records: Cours Elementaire De Francaid (Set of ten), Heath.
Workbook: Deuxieme Livre by Blume. (French 1 & II)

FRENCH I, Second Half (One-Half Unit)
Continuation of the above course.

FRENCH II, First Half (One-Half Unit)
Continued grammar drill, with more extensive reading and translation.
Text: Cours Moyen De Francais by Dale. Heath, 1970.

FRENCH II, Second Half (One-Half Unit)
Continuation of the above course.

SPANISH I, First Half (One-Half Unit)
An introduction to the principles of grammar, pronunciation, and reading.
Text: El Espana Al Dia by Turk, Book I. Teacher's Manual and Key by Turk.
Records: Set of Ten to Accompany Text.

SPANISH I, Second Half (One-Half Unit)
Continuation of the above course.

SPANISH II, First Half (One-Half Unit)
Continued grammar drill, with more extensive reading and translation.
Text: El Espanol Al Dia, Book Two by Turk and Allen. Heath and Company, Third Edition, 1968.
Workbook: Workbook in Spanish Two Years. Second Edition by Nassi and Bernstein. Amsco School Publications, Inc., New York, NY. Answer-key to accompany workbook.

SPANISH II, Second Half (One-Half Unit)
Continuation of the above course.

Mathematics

ALGEBRA, ELEMENTARY, First Half (One-Half Unit)
This course reflects the recent advances in the teaching of mathematics and the content of modern mathematics. Mathematical concepts are taught for an understanding of the number systems with some attempts to illustrate the uses of mathematics in the modern world of science and technology.
Text: **Algebra Book I Structure and Method** by Dolciani. Houghton-Mifflin Co., 1976.

ALGEBRA, ELEMENTARY, Second Half (One-Half Unit)
Continuation of above course.

ALGEBRA, ADVANCED, First Half (One-Half Unit)
This course is a continuation of Elementary Algebra. The topics presented include: a review and extension of topics previously studied, binomial theorem, complex numbers, theory of equations, algebraic and graphical solution of simultaneous quadratic equations in two unknowns, ratio, proportion, variation.
Text: **Algebra and Trigonometry** by Dolciani Structure and Method. Houghton-Mifflin Co., 1977.

ALGEBRA, ADVANCED, Second Half (One-Half Unit)
Continuation of above course.

FUNDAMENTAL MATHEMATICS I, First Half (One-Half Unit)
This course provides a mathematical background which is directly related to everyday life. The topics include a review and extension of arithmetic with applications to everyday living; the fundamental processes with integers, fractions, and decimals; percentage; scale drawings, graphs, formulas; budgeting and spending; banking and saving money.
Text: **General Math I** by Shaw. Houghton-Mifflin Co., 1977.

FUNDAMENTAL MATHEMATICS I, Second Half (One-Half Unit)
Continuation of above course.

FUNDAMENTAL MATHEMATICS II, First Half (One-Half Unit)
This is a continuation of Fundamental Mathematics I. Review and extension of algebra to include the formula, signed numbers, equations of first degree in one and two unknowns, and problems; and applications of mathematics to home and community life, to science and technical work.
Text: **Modern Basic Mathematics** by Hyman, with 1977 Impression. Houghton-Mifflin Co., 1972.

FUNDAMENTAL MATHEMATICS II, Second Half (One-Half Unit)
Continuation of above course.

GEOMETRY, First Half (One-Half Unit)
This course deals with modern geometry as it is used in today's world. It is a study of geometry in the context of the space age, lines and planes in space, angles and triangles, geometric inequalities, congruences, along with deductive and indirect proof.
Text: **Geometry** by Jergensen. Houghton-Mifflin Co., 1975.

GEOMETRY, Second Half (One-Half Unit)
Continuation of above course

SENIOR MATHEMATICS, ADVANCED, First Half (One-Half Unit)
This is a modern pre-calculus course which includes a study of advanced algebra with an emphasis on functions and the analytic aspect of trigonometry.
Text: Advanced Mathematics An Introductory Course, by Brown and Robin. Houghton Mifflin Co., 1975.

SENIOR MATHEMATICS, ADVANCED, Second Half (One-Half Unit)
Continuation of above course.

Sciences

BIOLOGY, First Half (One-Half Unit)
This course attempts to make the student aware of interrelationships of living things and their environmental adaptations and to have a clear comprehension of the significance and importance of life to human welfare.
Text: Modern Biology by Otto-Towle. Holt, Rinehart, & Winston Co., 1969.

BIOLOGY, Second Half (One-Half Unit)
Continuation of the above course.

CHEMISTRY, First Half (One-Half Unit)
This course is designed to provide introductory material on atomic structure, the Periodic Table, and chemical bonding.
Text: Modern Chemistry by Dull, Metcalf, & Williams, New York: Holt, Rinehart, and Winston, Inc. 1974 Edition. No workbook required.

CHEMISTRY, Second Half (One-Half Unit)
Continuation of the above course.

GENERAL SCIENCE, First Half (One-Half Unit)
This is a course which presents an insight into the study of air, water, matter and energy, understanding man, heat, weather and astronomy.
Text: Focus on Physical Science by Heimer. Charles E. Merrill Publishing Co., 1977.

GENERAL SCIENCE, Second Half (One-Half Unit)
Continuation of the above course.

Social Sciences

AMERICAN GOVERNMENT (One-Half Unit)
A study of basic principles of American government; the organization, process, and functions of the national and state levels of government are covered.
Text: **American Government** by Magruder. Allyn and Bacon, 1982.

AMERICAN HISTORY, First Half (One-Half Unit)
A history of the American people from the early exploration and settlement of America to the United States of the present day.
Text: **A People and a Nation** by Bailey. Harper and Row, 1977.

AMERICAN HISTORY, Second Half (One-Half Unit)
Continuation of the above course.

CIVICS (One-Half Unit)
This course is primarily concerned with citizenship and the part that a responsible citizen should play in his community, county, state, and country, as well as his place in the community of the world.
Text: **American Civics** by Hartley. Harcourt, Brace, 1979, Third Edition. Workbook to accompany text.

ECONOMICS (One-Half Unit)
The primary emphases of this course are the study of the tools of economic analysis and their application to contemporary economic issues.
Text: **Economics: Principles and Practices,** (1979) by Brown and Wolf, Charles Merrill Publishing Company. Workbook Required: **Applying Economic Concepts,** (1979) by Brown and Symmes, Charles Merrill Publishing Company.

MISSISSIPPI HISTORY (One-Half Unit)
This course provides a survey history of Mississippi and gives the student a knowledge of the contributions of Mississippi and Mississippians to the total history of the United States.
Text: **Misissippi's People and Past** by John Ray Skates. First Edition, Copyright 1980 by Magnolia Publishing Company, Inc., Jackson, Mississippi.

PROBLEMS IN AMERICAN DEMOCRACY (One-Half Unit)
This course is a study of the economic problems of American life; emphasis is placed on the individual's relation to present day economic problems by a study of consumer problems, personal finance, money, banking, insurance, and taxation.
Text: **Problems of Democracy** by Dunwiddie. Ginn-Xerox Co., 1975.

SOCIOLOGY (One-Half Unit)
This course is concerned with how people behave in groups and how group interaction influences their behavior.
Text: **Sociology** by Landis. Xerox (Ginn and Co.), 1974.

WORLD GEOGRAPHY (One-Half Unit)
A primary objective in this course is to gain an understanding of the interdependence of people and places, and the physical and economic factors which affect each.
Text: **Global Geography** by Preston James and Nelda Davis. McMillan Co., 1981 Edition. Workbook to accompany text.

WORLD HISTORY, First Half (One-Half Unit)
This course deals with the rise and growth of civilization from the time that man appeared on earth to the present.

Text: Men and Nations, A World History by Mazour. Harcourt, Brace & Jovanovich, Third Edition, 1975.

Workbook: None

WORLD HISTORY, Second Half (One-Half Unit)
Continuation of the above course.

UNIVERSITY

ENROLLMENT REGULATIONS
UNIVERSITY

1. Students may register for Independent Study courses at any time during the year. Application blanks are enclosed and Book Order Forms will be found at the back of the **Bulletin**.

   If a student is in attendance at any institution of higher learning, he must obtain written permission of the dean of his college or school in order to register for Independent Study.

   If Independent Study is approved while in residence at the University of Southern Mississippi, it becomes a part of the student's course load and must be completed within that term.

2. Students under suspension from any college or university will not be permitted to take Independent Study courses during the period of suspension.

3. A student from any state or country may enroll for Independent Study courses at the University of Southern Mississippi. It is suggested, however, that each student check with the dean of his or her own college for approval and advice before enrolling for the Independent Study work.

4. Two persons from the same family are requested not to register for the same course because persons taking Independent Study courses are not to work together.

ELIGIBILITY FOR ENROLLMENT

Formal admission to the University of Southern Mississippi is not required for enrollment in Independent Study courses, and enrollment in an Independent Study course does not constitute admission to the University. Degree seeking students enrolled in on-campus courses should clear all Independent Study courses with the dean or adviser of the college in which they wish to graduate and submit a written permission slip with their Independent Study application form. For those students not enrolled in on-campus courses, this rule will not apply.

CREDIT

1. If academic credit is desired, the student must meet the course prerequisites.

2. Up to one-fourth of the requirements for the bachelor's degree at the University of Southern Mississippi may be met through Independent Study and/or Extension. All of the thirty-two hours may be Extension or all of the thirty-two hours may be Independent Study or in any combination of the two as long as the total is not more than thirty-two semester hours. A maximum of nine semester hours may be taken through Independent Study in any one department.

3. Credit will not be allowed when there is evidence that unfair assistance has been obtained either on the lessons or the final examination. Students denied credit for this reason may not repeat the course through Independent Study.

PASS-FAIL OPTION

Independent Study courses may be taken on a pass-fail basis. If a student wishes to enroll in an Independent Study course on a pass-fail basis, he must state this fact when he applies for the Independent Study course. The student must also abide by the pass-fail regulations stated in the University **Bulletin**.

USE OF LIBRARY

A library card may be secured in the Department of Independent Study located in Room 315 McLemore Hall for use of library facilities for the duration of the course.

TRANSFER OF COURSE

If a student wishes to transfer his enrollment to a course different from the one for which he registered, he may do so provided:

a. The request is made within a thirty-day period after the original registration date.
b. A $5.00 "transfer fee" and a $1.00 fee for each lesson assignment submitted are paid.
c. Written permission for the new course is obtained from the dean of his school or college if he is currently enrolled at an institution of higher learning.
d. The original course materials are returned to the Department of Independent Study.
e. The transfer does not alter the original time for completion of the

course.

f. The transfer is not made from one person to another.

g. All transfer fees are in the hands of the Department of Independent Study before the new course is issued.

RELEASE OF GRADES

Grades will be sent directly to the registrar's office to be recorded on the student's transcript, and a copy will be mailed directly to the student.

Grades will not be given by phone other than to proper university or college officials with a direct educational need for those grades. The student's adviser, department chairman, and the Registrar may be persons with a possible need for those grades.

A progress report may be given by phone to the student upon proper identification such as social security number.

Students may see their grades, which are recorded in the Independent Study Office.

TRANSCRIPT OF RECORD

An official grade transcript may be requested in writing from the Registrar's Office, Southern Station, Box 5006, Hattiesburg, MS 39406-5006. The fee of $1.00 for each transcript should be sent with the request; the transcript will be sent to the person or institution indicated in the request.

TEACHER CERTIFICATION

Independent Study courses offered in this **Bulletin** can be used *in fulfilling the requirements for Mississippi Teacher Certification* or *Certification Renewal.* These courses will also fulfill Teacher Certification and Certification Renewal requirements in many other states. Teachers residing outside of Mississippi should contact their state departments for approval before enrolling for this purpose.

Courses being taken for teacher certification should be completed and the examination must be in the Independent Study Office by August 15 in order to have credit reported by September 1 to the Mississippi State Department of Education for certification for a particular year.

EXAMINATION APPOINTMENTS

If you intend to take your examination at the Department of Independent Study Office on the USM campus, Hattiesburg, you may come into the office any day Monday through Friday. Office hours are

8:00 a.m. to 5:00 p.m. You are allowed three hours for the taking of the examination. If you plan to take it during the morning hours, you should come in prior to 9:00 a.m. If you plan to take it during the afternoon, you should come in no later than 2:00 p.m. in order to have ample time before closing.

If you plan to take the examination at one of the testing centers, please see the listing of examination centers as follows. Scheduled examination hours should be arranged with the Test Center ten days prior to the date of the examination and request for examinations should be received in the Independent Study Department seven to ten days before that date in order to assure mailing of the information to the Test Center.

SCHEDULE OF INDEPENDENT STUDY EXAMINATION CENTERS

Booneville: 38829
Northeast Mississippi Junior College
Mr. Hal Hughes, Dean of Student Affairs
Administration Building
Wednesday, 1:00 p.m. and other days by appointment

Cleveland: 38832
Delta State University
Dr. Daisy Howell, Dean of Continuing
Education, The Union, Room 301
Monday through Friday, 8:00-12:00 a.m., 1:00-5:00 p.m.
Telephone number 843-8668

Columbus: 39701
Mississippi University for Women
Dr. Billy D. Pounds, Box 551

Decatur: 39327
East Central Junior College
Mr. Denver Bracken
Room A, Library

Ellisville: 39437
Jones County Junior College
Miss Sherry McCarty, President's Office
Hutcheson-Hubbard Building
Monday through Friday by appointment only
Telephone number: 477-3141

Fulton: **38843**
Itawamba Junior College
Mr. Carl C. Comer, Registrar
Main Office Building
Monday through Friday, 8:30 a.m. and 1:00 p.m.

Gautier: **39553**
USM Jackson County Campus
~~Mississippi Gulf Coast Junior College~~ ATTN: JERRY REEVES
~~Mr. Mike Pantin~~ Hwy 90
~~USM-Gulf Park~~ JACKSON County Center 497-3626
By appointment Monday through Friday

Goodman: **39079**
Holmes Junior College
Mr. Danny Williams, Director of Guidance
Administration Building
Monday through Friday, 8:20 a.m. and 1:15 p.m.

Gulfport: **39501**
Jefferson Davis Campus
Mississippi Gulf Coast Junior College 896-3355
Administration Building
By appointment Monday through Friday
Telephone number: ~~896-1696~~

Hattiesburg: **39406**
University of Southern Mississippi
Department of Independent Study
Room 315 MeLemore Hall
Monday through Friday 8:00 a.m. — 5:00 p.m.
Telephone number: 266-4206, 266-4208

Itta Bena: **38941**
Mississippi Valley State University
Dr. D. C. Howard, Dean
By Appointment

Jackson: **39211**
~~Mrs. Cindy Reed, Coordinator~~ Dr. Boyd Goldenberg
1855 Eastover Drive
USM - Jackson
By appointment only — Monday through Friday 9:00 a.m. — 12:00 p.m. 2 p.m. — 5:00 p.m.

Dusty Hughes Co-ordinator

Keesler: **39534**

Keesler Air Force Base
Dr. Bill Lee
USM - Gulf Park
Box K-158
Keesler AFB, MS

Long Beach: **39560**

University of Southern Mississippi
USM - Gulf Park
Dr. Louis Elias
Director of Records and Admissions
Administration Building

Mathiston: **39752**

Wood Junior College
Mrs. Barbara Crawford, Academic Dean
Wood Memorial Building
By appointment Monday through Sunday

Meridian: **39301**

Meridian Junior College
Mr. Herbert Bruister, Director of Admissions
H. M. Ivy Building
By appointment Monday through Friday

Moorhead: **38761**

Mississippi Delta Junior College
Mr. Harmon Boggs, Academic Dean
Administration Building
By appointment Monday through Friday 8:00 a.m. - 4:00 p.m.
Telephone number: 246-7811

Natchez: **39120**

University of Southern Mississippi - Natchez
Ms. Lucianne Wood
Monday through Friday, 9 a.m. or 2 p.m.
By appointment — Other days by appointment
Telephone number: 422-7326

Oxford:

The University of Mississippi
Ms. Chris White-Coordinator for
Independent Study, Room 2, Yerby Center for

Continuing Education
University, MS 38677
By appointment: 8:15 a.m. or 1:00 p.m. Monday through Friday, and 8:30 a.m. the second Saturday of the month.
Telephone number: 232-7313

Perkinston: 39573

Perkinston Campus, Mississippi Gulf Coast Junior College
Mr. Ed Scarborough, Director of Student Personnel, Dees Hall
By appointment Monday through Saturday noon

Poplarville: 39470

Pearl River Junior College
Dean Enoch Seal, Jr.
Administration Bldg.,
Weekdays 8:30 - 12:00 a.m. and 1:00 p.m. - 4:00 p.m., Summer schedule: Weekdays only 8:30 — 12:00 a.m. and 1:00 - 3:00 p.m.

Scooba: 39358

East Mississippi Junior College
Mr. James Moore
Administration Bldg.
Monday through Friday 8:00 a.m. - 3:00 p.m.
Arrangements must be made in advance for any other time

Senatobia: 38668

Northwest Junior College
Mr. Charles Tarver, Counselor
Tunica Building
Monday through Friday

Southaven: 38671

Northwest Junior College - DeSota Center
Mr. Marvin Reid, Director of Student Development
Administration Building
By appointment at 8:30 a.m. and 1:00 p.m.

Starkville:

Mississippi State University
Division of Continuing Education

Room 110, Memorial Hall
Mr. William Pace
P. O. Box 5247
Mississippi State, MS 39762
Telephone number: 325-4030 or 325-4031
Monday through Friday, 8:00 a.m. and 1:00 p.m.

Summit: 39666

Southwest Junior College
Brumfield Administration Building,
Saturday 8:30 a.m.

Tupelo: 38801

University of Mississippi - Tupelo Branch
Director
By appointment Monday through Thursday
9:00 a.m. - 9:00 p.m.
Friday 9 a.m. - 5:00 p.m.

Vicksburg: 39190

Hinds Junior College - Vicksburg Center
Mr. Joseph Louiza or Mr. R. H. Barlow
Highway 27, Route 10, Box 385 - C
By appointment

Wesson: 39191

Copiah-Lincoln Junior College
Dr. Eddie Smith, Dean
J. W. Ewing Hall
Saturday 8:30 a.m. and other days by appointment

ACCOUNTING

Dr. James Dear

ACC 201. Principles of Accounting I. Three hours.
The meaning and purposes of accounting; accounting statements and the accounting cycle; special journals; notes and interests; receivables, and bad debts; Natural Resources and Intangibles; Payroll Accounting.

Text: Accounting: The Basis for Business Decisions by Walter B. Meigs. McGraw Hill, Fourth Edition, 1977.

ACC 202. Principles of Accounting II. Three hours.
Partnerships; Corporations; Income Taxes; Statement of Charges in Financial Position; Analysis and Interpretation of Financial Statements; Accounting for Manufacturing Operations; Cost Accounting Systems.

Text: Accounting: The Basic for Business Decisions by Walter B. Meigs. McGraw Hill, Fourth Edition, 1977.

ATHLETIC ADMINISTRATION AND COACHING

Dr. Billy Slay, Dr. Richard Reiselt, Mr. Larry Ladner, Mr. Marshall Bell, Mr. Pete Taylor

AAC 303. Organization and Administration of High School Athletics. Three hours.
The organizational and administrative procedures of major and minor sports programs.

Text: The Successful High School Athletic Program by Purdy. Parker Publishing Company, Prentice-Hall, 1973.

AAC 320. Basic Techniques of Coaching Football. Three hours.
The study of offensive and defensive fundamentals. A study of the philosophies, terminology, strategy, and individual techniques used in football.

Text: Championship Football Drills for Teaching Offensive and Defensive Fundamentals and Techniques by Donald E. Fuoss. Englewood Cliffs, New Jersey: Prentice-Hall Inc., 1964.

AAC 321. Basic Techniques of Coaching Basketball. Three hours.
A study of basketball fundamentals. The history, philosophy, terminology, strategy, and individual techniques of basketball.

Text: Winning Basketball by Gene Bartow & Chuck Smith. Forum Press, 1978 Edition.

AAC 421. Advanced Techniques of Coaching Football. Three hours.
Player selection, offensive and defensive formations and game organization and strategy.

Text: Coaching Today's Athletes by John Ralston, Mike White, and Stanley Wilson. National Press Books, Palo Alto, CA, 1971 Edition.

AAC 422. Advanced Techniques of Coaching Basketball. Three hours.
The criteria of player selection with emphasis on the area of theory, principles, and techniques of offensive and defensive planning and strategy.

Text: Practical Modern Basketball by John R. Wooden, New York, New York: The Ronald Press Company, Second Edition, 1980.

AAC 423. Coaching Baseball. Three hours.
A study of the background and development of baseball, coaching of the fundamentals by position, player selection and placement and other coaching problems.

Text: Baseball by Coombs, Englewood Cliffs, New Jersey: Prentice-Hall, Inc., Fourth Edition, 1967.

AAC 424. Coaching Track and Field. Three hours.
Selecting of personnel, fundamentals, and training techniques.

Text: Track and Field Athletics by Francis Cretzmeyer, Louis Alley, Charles Mitipton. St. Louis, Missouri: The C.U. Mosby Co., 1969.

BIOLOGY

Dr. B. C. Smith

BIO 401. History of Biology. Three hours.
Lessons and papers concerning the development of biological sciences.

Text: History of Biology by Eldon J. Gardner. Third Edition, 1972.

BIO 460. Zoogeography. Three hours.
A descriptive and analytical study of the distribution of plants and animals.

Text: Zoogeography by Philip J. Darlington, Jr. New York, New York: John Wiley and Sons, Inc. 1957.

BUSINESS EDUCATION

Dr. Annelle Bonner

BED 300. Business Communications. Three hours.
Prerequisites: Freshman English and the ability to typewrite. A course dealing with: (a) principles of effective business letter writing, incuding a review of letter layout, punctuation, and grammar; (b) preparation of business letters, such as inquiries and replies, orders, claims and adjustment, credit and collection, sales and application. Emphasis is placed on solving business problems through written communication.

Text: Communicating Through Letters and Reports by C. W. Wilkinson, Peter B. Clark, and Dorothy C. M. Wilkinson. Homewood, Ill.: Richard D. Irwin, Inc., 1980. A good reference dictionary.

COMPUTER SCIENCE

Mr. Danny Carter

CSS 211. Statistical Methods I. Three hours.
Sampling and sampling distributions: normal and binomial, measures of central tendency and dispersion.
Text: Elements of Statistical Inference by Huntsburger. Allyn and Bacon Publishers, Third Edition, 1973.

CSS 212. Statistical Methods II. Three hours.
Hypothesis testing, correlation, regression analysis, analysis of variance and covariance.
Text: Same as for CSS 211.

CRIMINAL JUSTICE

Mr. Howard Miller

CJ 200. Introduction to Criminal Justice. Three hours.
An introduction to the fundamentals of police operations from the police image to apprehension of the criminal.
Text: Introduction to Criminal Justice by C. J. Senna: West Publishing Company, 1978.

CJ 332. Traffic Law. Three hours.
Text: Vehicle Traffic Law by Edward C. Fisher. Traffic Institute, Evanston, Ill., Northwestern University, 1974.

CURRICULUM AND INSTRUCTION

Dr. Gary Rush

CIS 470. Curriculum of the Secondary Schools. Two hours.
A critical examination of the present day curriculum with emphasis upon the core curriculum.
Text: Secondary School Curriculum Improvement by J. Lloyd Trump and Delmas F. Miller. Rockleigh, New Jersey: Allyn and Bacon, Inc., Second Edition, 1973.

RESEARCH AND FOUNDATIONS

Dr. Gary Rush, Dr. Bonnie Davis

REF 336. Principles of Guidance. Three hours.
An introductory course dealing with fundamental philosophy, methods, and organization of guidance services in the public secondary schools.

Text: Guidance: A Developmental Approach by Peters and Forwell. Chicago, Illinois: Rand McNally & Co., Second Edition, 1966.

REF 469. Tests and Measurements. Three hours.
Consideration of good evaluative practices in elementary and high school, the preparation and use of informal objective and essay-type tests, and study of typical standard test, and introduction to elementary statistical procedures.

Text: Measurement and Evaluation in Teaching by Norman E. Gronlund. New York, New York: The Macmillan Co., Third Edition, 1976.

Note: Each student will be required to purchase a set of tests. These tests may be obtained with course material. Add $1.75 to tuition costs to cover tests.

ECONOMICS

Mr. James McQuiston

ECO 200. Introduction to Economics. Three hours.
A basic overview of the determination of national income, employment, prices, economic growth and the laws of production, distribution, and allocation. Not to be taken by students who take either **Economic** 255 or 256.

Text: Economics: The Science of Common Sense, abridged, 1975.

ECO 255. Principles of Economics I. Three hours.
An examination of the basic institutional environment of American capitalism and the determination of the level of national income, employment, prices, and growth.

Text: Economics, Principles and Policy, Harcourt, Brace, & Jovanovich, 1979. Study guide to accompany text.

ECO 256. Principles of Economics II. Three hours.
An examination of the laws of production and their influence on costs and output. Also, a study of product and factor price determination under varying degrees of competition.

Text: Same as ECO 255.

ENGLISH

Dr. David Berry, Mrs. Jimmie Jones,
Dr. Linwood Orange, Dr. Rex Stamper, Ms. Inness-Brown

ENG 101. Writing One. Three hours.
Stresses clear, effective writing with special attention to syntactical and organizational skills.
Writing with a Purpose by James M. McCrimmon. 7th Edition, 1980. **The American Heritage College Dictionary.**

ENG 102. Writing Two.. Three hours.
Prerequisite: English 101. Refines compositional skills and stresses additional rhetorical and research methods.
Contemporary College Reader by Joyce S. Steward. 2nd edition.

ENG 321. Fiction Writing II. Three hours.
Text: Short Stories from Literary Magazines by Curt Johnson and Jarvis Thurston. Chicago, Illinois: Scott, Foresman and Company, 1970. **The MLA Style Sheet** by William Riley Parker. New York, New York: Modern Language Association, 1961.

ENG 322. Poetry Writing II. Three hours.
Text: Poetry Handbook by Babette Deutsch. New York, New York: Grossett and Dunlap, Language Association, 1974.

ENG 421. Fiction Writing III. Three hours.
Text: Short Stories from Literary Magazines by Johnson and Thurston. Glenview, Illinois: Scott, Foresman and Company, 1970. **The MLA Style Sheet** by William Riley Parker. New York, New York: Modern Language Association, 1961.

ENG 422. Poetry Writing III. Three hours.
Text: Poetry Handbook by Babette Deutsch (Harper's paperback). New York, New York: Grossett and Dunlap, 1974. **Today's Poets** by Chad Walsh. New York, New York: Charles Scribner's Sons. To be purchased at Bookstore.

ENG 454. Shakespeare's Comedies and Tragicomedies. Three hours.
Prerequisite: Junior standing. A review of background material related to Shakespeare and Elizabethan drama and a careful examination of eight comedies and tragicomedies.
Text: Shakespeare, the Complete Works, ed. G.B. Harrison. New York, New York: Harcourt, Brace, & Company, 1952. **Shakespeare, Modern Essays in Criticism**, ed. Leonard F. Dean. New York, New York: Oxford University Press, 1967. Revised Edition.

ENG 485. Literature of the South. Three hours.
Prerequisite: Junior standing. An historical and critical survey of Southern literature from its beginning to the present.
Text: The Literature of the South by Beatty, Watkins, and Young. Chicago, Illinois: Scott, Foresman and Company, Revised Edition, 1968. **Absalom, Absalom** by Faulkner. New York, New York: Modern Library, 1964.

FINANCE

Dr. Joseph Clements, Mr. Bryce Jordan

FIN 320. Personal Finance. Three hours.
A study of the financial problems that people encounter in planning and managing their individual affairs. Emphasis is given to choosing an occupation, budgeting, borrowing, savings, investments, and life insurance. The course will cover social security, annuities, home ownership, taxes, estates, and wills and trusts.

Text: Personal Finance by Wolf. Fourth Edition, 1975, Allyn and Bacon.

FIN 389. Business Finance. Three hours
Prerequisites: ACC 202 and ECO 256. Deals with financial management issues. Emphasis is placed on basic tools and methods of financial managers.

Text: Essentials of Managerial Finance by J. Fred Weston and Euguene F. Brigham. Third Edition. Hinsdale, Illinois: The Dryden Press, 1974.

FOREIGN LANGUAGES

Dr. Roger Johnson

FL 121. Beginning German I. Three hours.

Text: Anfang Und Fortschritt by Feld Schumann, and von Nardoff. The Macmillan Company, Second Edition, 1973. **Schweiter** (Cultural Graded Readers, Alternate German Series, I), Revised Edition, by Goedsche and Glaettli. American Book Company, 1966.

Workbook: Laboratory Workbook for Anfang Und Fortschritt. Macmillan Company, 1968.

FL 122. Beginning German II. Three hours.
Text and Workbook: Same as FL 121

FL 221. Intermediate German I. Three hours.
Text and Workbook: Same as FL 121

GENERAL BUSINESS ADMINISTRATION

Dr. Joseph Clements

GBA 295. The Legal Environment of Business. Three hours.
Fundamental principles of law most frequently involved in business transactions, including contracts, sales, partnerships, master and servant, principal and agent, corpora-

tion, negotiable instruments, property, bailments, and common carriers, with the view of enabling businessmen to avoid litigation.

Text: Business Law by Anderson and Contributing Authors. Cincinnati, Ohio: Southwestern Publishing Company, Eleventh Edition, 1980. **Student Supplement for Use With Business Law** (Eleventh Edition Comprehensive Volume UCC) Cincinnatti: Southwestern Publishing Co., 1980.

GBA 375. Managerial Communications. Three hours.
Effective principles and practices of written communication (letters and reports) and their functional translation in terms of audience evaluation.

Text: Business Communication: Theory and Application by Raymond V. Lisikor. Homewood, Ill.: Richard D. Irwin, Inc., Fourth Edition, 1980

GEOGRAPHY

Dr. Arthell Kelley

GHY 102. Systematic Geography
An introduction to Geography focusing on the basic elements and concepts of Geography.

Text: The Earth: A Topical Geography by Harm J. de Bly. New York, New York: John Wiley and Sons. Second Edition, 1980. **Goodes World Atlas.** Chicago, IL: Rand McNally. Fifteenth Edition, 1978 (paperback).

GHY 103. World Regional Geography. Three hours.
An introductory course in world regional geography.

Text: Regions and Concepts by Harm J. de Bly. New York, New York: John Wiley and Sons. Third Edition, 1981. **Goodes World Atlas.** Chicago, IL: Rand McNally. Fifteenth Edition, 1978.

GHY 402. Geography of the United States and Canada. Three hours.
Open to sophomores, juniors, and seniors.

Text: The Anglo-American Realm by Starkey, Robinson, and Miller, Second Edition. McGraw Hill Publishers, 1975. Physiographic Diagram of the U.S.

GEOLOGY

Mr. Leonard Lee

GLY 101. Physical Geology. Three hours.
An introduction to the study of our planet, the Earth, and the physical processes responsible for its characteristics, the shaping of the major features of its landscapes, and the development of our environment.

Text: The Earth's Dynamic Systems. Second Edition, 1978.

GLY 103. Historical Geology. Three hours.
Prerequisite: GLY 101 or its equivalent. A study of the history of the Earth as revealed through examination of its rock characteristics and their fossil content.
Text: The Earth Through Time by Levin. Saunders Company, 1978 Edition.

HEALTH

Dr. Walter Yarrow

HSE 101. Personal Health. Three hours.
The human body and its functioning as related to problems of health and diseases.
Text: Life and Health by Random House, New York, 1980.

HSE 321. Community Health. Three hours.
Community control of environmental health hazards, community control of diseases, health agencies.
Text: Principles of Community Health by Smolensky and Haar. Philadelphia, Pennsylvania: W.B. Saunders and Company, Third Edition, 1972.

HSE 430. Marriage and Human Sexuality. Three hours.
Physical, emotional, and medical basis for successful courtship, marriage, and parenthood.
Text: The Individual, Marriage, and the Family by Lloyd Saxton. Wadsoth Publishing Co., Belmont, California, Fourth Edition, 1980.

HISTORY

Dr. John Guice, Dr. William T. Schmidt

HIS 101. World Civilization To 1648 A.D. Three hours.
Text: World Civilization Past and Present, Volume I by Wallbank and Taylor. Chicago, Illinois: Scott, Foresman and Company, Seventh Edition, 1976. Outline maps required.

HIS 102. World Civilization Since 1648 A.D. Three hours.
A continuation of above.
Text: World Civilization Past and Present, Volume II by Wallbank and Taylor. Chicago, Illinois: Scott, Foresman and Company, Seventh Edition. Outline maps required.

HIS 140. United States to 1877. Three hours.
Text: A History of the United States to 1877, Volume I by Williams, Current, and Freidel. New York, New York: Alfred A. Knopf, Inc., 1969.

HIS 141. United States Since 1877. Three hours.
A continuation of above.
Text: A History of the United States Since 1865, Volume II by Williams, Current, and Friedel. New York, New York: Alfred A. Knopf, Inc., 1969.

INDUSTRIAL TECHNOLOGY

Dr. Howard Heiden

INT 301. Engineering Economics. Three hours.
Mathematical techniques used to simplify economic comparisons in the acquistion and retirement of capital goods in industry.
Text: Engineering Economic Analysis by Newman, Engineering Press, 1980.

INDUSTRIAL VOCATIONAL EDUCATION

Dr. Carlos Boyte

IVE 323. Engineering Drawing I. Three hours.
Introduction to mechanical drafting.
Text: Technical Drawing by Giesecke. Macmillan and Company, 1974. Lessons in Lettering by French. 3rd ed. Book 1. McGraw-Hill Co., 1950.

IVE 324. Engineering Drawing II. Three hours.
Prerequisite: IVE 323. A continuation of mechanical drafting.
Text: Same as for IVE 323.

JOURNALISM

Dr. Birthney Ardoin

JOU 301. Feature Writing. Three hours.
How to write and sell feature articles to professional magazines.
Text: Free-Lancer and Staff Writer: Writing Magazine Articles by William L. Rivers. Belmont, California: Wadsworth Publishing Co., Inc., 1972. **Writer's Market Magazine** (Current Yearly Edition). Will have to be purchased from Writer's Digest, 9933 Alliance Road, Cincinnati, Ohio 45242.

MANAGEMENT

Mr. J. L. Davis, Sr.

MGT 360. Fundamentals of Management. Three hours.
Basic management concepts and principles applied to the functions of planning, organization, and control in a business enterprise.
Text: Management: Theory and Application, Revised Edition, by Rue and Byars, 1980.

MARKETING

Ms. Dolly Loyd

MKT 300. Principles of Marketing Three hours.
An introductory course designed to give a general understanding of market forces, institutions, policies, and functions as they relate to the economic structure.
Text: Fundamentals of Marketing by O. C. Ferrell and William M. Pride. Boston: Houghton-Mifflin Company, 1982.

MATHEMATICS

Dr. Robert King, Dr. Porter Webster, Dr. Melvin Jeter

MAT 101. College Algebra. Three hours.
Prerequisite: Two units in high school algebra and one unit of high school geometry. Functions, polynomials, factoring, linear equations, exponents, radicals, quadratic equations, ratio and proportion, permutations, combinations, theory of equations, inequalities.
Text: College Algebra by Kolman & Shapiro, 1981 Edition.

MAT 103. Plane Trigonometry. Three hours.
Prerequisite: MAT 101 or equivalent.
Text: Plane Trigonometry by Johnson. Prentice-Hall, Inc., Second Edition, 1978.

MAT 112. Applied Algebra for Problem Solving. Three hours.
Prerequisite: MAT 101. Sets, relations, functions, graphs, sequences, interest, equations, matrices, inequalities, linear programming.
Text: Mathematics and Calculus with Applications by Margaret Lail and Charles Miller. Scott, Foresman, 1980 Edition.

MAT 120. Mathematics for the Arts and Humanities. Three hours.
Basic mathematical concepts from logic, set theory, counting techniques, probability, statistics, and modern applications.
Text: Finite Mathematics with Applications to Life by Lawrence G. Gilligan and Robert B. Nenns. Second Edition. Goodyear Publishing Company, Inc., 1979.

MAT 210. Mathematics for Elementary Teachers I. Three hours.
The structure of the real number system and its major sub-systems; the natural numbers, the integers, and the rational numbers.
Text: Mathematics, An Informal Approach by Albert B. Bennett, Jr. and Leonard T. Nelson. Allyn and Bacon, Inc., 1979.

MAT 276. Calculus I with Analytic Geometry. Three hours.
Prerequisite: MAT 103
Functions, limits, derivatives, application of the derivative, and selected topics from analytic geometry.
Text: Calculus with Analytic Geometry by Marvin J. Forray. New York: Macmillian Publishing Company, Inc., 1978.

MAT 277. Calculus II with Analytic Geometry. Three hours.
Prerequisite: Mat 276 or MAT 278. Definite and indefinite integrals, applications of the integral, transcendental functions, and selected topics from analytic geometry.
Text: Calculus with Analytic Geometry by Marvin J. Forray. New York: Macmillian Publishing Company, Inc., 1978.

MAT 310. Mathematics for Elementary Teachers II. Three hours.
Prerequisite: Mat 210. The basic concepts of algebra and informal geometry.
Text: Elementary Mathematics, Devine, John Wiley & Sons, 1977.

MAT 410. Mathematics for Teachers of Junior High School Mathematics. Three hours.
Text: More Topics in Mathematics for Elementary School Teachers, 30th Yearbook of the National Council of Teachers of Mathematics.

PHILOSOPHY \ RELIGION

Dr. Graham Hales, Dr. Forrest Wood

PHI 151. Introduction to Philosophy. Three hours.
Philosophy begins in wonder. Have you ever wondered why?
Text: Philosophy: An Introduction to the Art of Wondering by J. L. Christian, 3rd Ed. Holt, Rinehart, and Winston.

PHI 253. Logic. Three hours.
A study of methods and problems of accurate and critical thinking. Induction, deduction, the syllogism, fallacies, the scientific method, and symbolic logic. Emphasis on practical application.
Text: Introduction to Logic by Irvin M. Copi. New York, New York: Macmillan Company, Third Edition, 1968.

REL 131. Introduction to Religion. Three hours.
The study of religion as an aspect of human culture with attention to both Christian and non-Christian religions.
Text: Religion and Modern Man by John B. Magee, Harper & Row Publishers, 1967.

***REL 335. The Christian Tradition.** Three hours.
A study of the life of Jesus as presented in the first three gospels.
Text: Jesus: The Man, the Mission, and the Message, by Milo Connick. Prentice-Hall Publishers, 1974. Parallel Readings: the Gospels of Matthew, Mark, and Luke.

PHYSICAL EDUCATION

Mr. James Townley, Dr. Joe Cracraft

PED 426. Organization and Administration of Health and Physical Education. Three hours.
A study of the scope of the program and related administration problems.
Text: The Organization and Administration of Physical Education by Edward F. Voltmer and Arthur A. Esslinger. New York, New York: Appleton-Century-Crofts, Inc., 1967.

THY 454 Neurological Concepts and Implications in Human Functioning Three hours.
Text: Correlative Nuroanatomy & Functional Neurology 17th edition by Joseph G. Cltusid. Lange Medical Publications, 1979 ISBN 0-087041-011-3. **Neurosciences for Allied Health Therapies** by Donald R. Brown. The C. V. Mosby Company, 1980, ISBN 0-8016-0827-9. Note: This course requires additional special fee.

THY 455 Pathological Concepts and Implications in Human Functioning Three hours.
A review of dynamic disease processes that affect body functioning with an emphasis on these diseases which affect the major organs or systems related to motorfunctions. Note: This course requires additional special fees.

POLITICAL SCIENCE

Dr. Orley Caudill, Dr. William Hatcher

PS 101. American Government. Three hours.
A survey of our national government, with some related study of Mississippi courts and the state election system.
Text: Incomplete Conquest: Governing America. by Theodore J. Louis, New York: Holt, Rinehart, and Winston, 1981.

PS 220. Introduction to Political Science. Three hours.
Text: Introduction to Political Science by Carlton C. Rodee, Totton J. Anderson, and Carl Q. Christol. New York, New York: McGraw-Hill Book Co., Second Edition, 1967.

PS 301. State and Local Politics. Three hours.
Text: Politics and Policy in States and Communities by John J. Harrigan. Boston: Little, Drown, 1980.

PS 330. United States Foreign Policy. Three hours.
A study of contemporary U.S. Foreign Policy with major emphasis on the period 1945 to the present. The study highlights the revolution in American Foreign Policy since World War II.

***PS 331. Introduction to International Politics.** Three hours.
A survey of the international political process, explaining the principles, forces, factors, techniques, and the nature of the environment encountered in that process. The course also includes a brief analysis of methodology.

Text: Macropolitics: International Relations in a Global Society by Sterling. Random House Publishers, 1974. (Subject to change)

PSYCHOLOGY

Dr. Pat Faulkender, Mr. Lee Hildman, Dr. Bruce Holliman, Dr. AndreaWesley

PSY 110. General Psychology. Three hours.
Open to freshmen. An introduction to the scientific study of human behavior and experience.

PSY 231. Mental Hygiene. Three hours.
Prerequisite: Psychology 110. Characteristics of the wholesome personality and the building of healthy emotional attitudes, promotion of good mental health, and prevention of abnormalities. Emphasis is placed on increased personal efficiency.

Text: Psychology of Adjustment by Henry E. Adams. New York, New York: The Ronald Press Co., 1972.

EPY 370. Human Growth and Development, Part I: Child Three hours.
Prerequisite: PSY 110. Study of child through the elementary school years, emphasizing principles and problems of development. Case studies of individual children.

Text: A Child's World (Infancy through Adolescence) by Papalia and Olds. McGraw-Hill, 1975 Edition.

EPY 372. Human Growth and Development, Part II: Adolescent.
Three hours.
Prerequisite: PSY 110. A course dealing with the development of the individual through the adolescent years.

Text: Adolescence and Youth: Psychological Development in a Changing World, Second Edition by J. J. Conger. New York: Harper and Row, 1977.

EPY 374. Educational Psychology. Three hours.
Prerequisite: PSY 110. Application of psychological methods, facts, and principles to education.

Educational Psychology: A Developmental Approach (3rd Ed., by Sprinthall, R. L, Addison-Wesley Publishing Co., 1981.

REAL ESTATE \ INSURANCE

Mr. Bryce Jordan, Dr. Joseph Clements

REI 325. General Insurance. Three hours.
A beginning course in insurance designed to explain the fundamental principles of risk and risk bearing and to introduce the insurance mechanism as a device for reducing risk and sharing losses.

Text: Principles of Insurance by Mehr and Cammack. Homewood, Illinois: Richard D. Irwin, Inc., Seventh Edition, 1980.

REI 330. Real Estate Principles. Three hours.
An introduction to the field of real estate covering the principles of valuation, appraisal, financing, and marketing of real estate.

Text: Modern Real Estate Practice by Fillmore W. Galaty, Wellington J. Allaway, and Robert C. Kyle. Chicago: Real Estate Education Company, Eighth Edition, 1978. **Mastering Real Estate Mathematics** by William L. Ventolo, Jr., Lynette K. Marks, and Wellington J. Allaway. Chicago: Real Estate Education Company, Second Edition, 1979.

REI 340 Real Estate Law Three hours.
The law of real property and the law of real estate brokerage. It is designed to meet the requirements for salesperson's or broker's licensing.

Text: Introduction to Real Estate by Charles S. Coit. Chcago, ILL: Real Estate Education Company, 1981. **Property Management** by Robert C. Kyle and Ann M. Kennehan. Chicago, ILL. Real Estate Education Company, 1979.

PLEASE NOTE—NEW ADDITION

RECREATION

Mr. Kent Rindfleisch

REC 323. Theory of Recreation Leadership. Three hours.
A study of the theory, methods, and techniques for leading individuals in small and large group activity, and performing the function of professional leadership within the community and non-community recreational settings.

Text: Recreation Leadership and Supervision: Guidelines for Professional Development by Richard G. Kravs, Gay Carpenter, and Barbara J. Bates. Saunders College Publishing, Second Edition, 1981.

SCIENCE EDUCATION

Dr. Fred Brown, Dr. Isadore Sonnier, Dr. Laurence Bellipanni

FUNDAMENTALS OF SCIENCE

FS 104. Physical Science I. Three hours.
College physical science.

Text: Physical Science with Modern Applications by Melvin Merken. Saunders Golden Sunburst Series. Saunders College. Philadelphia, Second Edition, 1980.

FS 105. Physical Science II. Three hours.
College physical science, chemistry, and earth science.
Text: College Physical Science Cohen. New York: Holt, Rinehart, and Winston, 1976.

FS 106. Biological Science I. Three hours.
Studies in the general life science with emphasis on the systems of man.
Text: Biology: The Science of Life by Gevlach. Glenview, Illinios: Scott, Foresman and Company, 1977.

FS 107. Biological Science II. Three hours.
Advanced general biology.
Text: Biology: The Science of Life by Gevlach. Glenview, Illinios: Scott, Foresman and Company, 1977.

ANTHROPOLOGY \ SOCIOLOGY

Mr. Robert Turner, R. Jerome Voss

SOC 101. Introduction to Sociology. Three hours.
A course designed to give the student a general overview of the content and methodology of sociology. Prerequisite to all other sociology courses.
Society Today by Goodman and Marx. CRM/Random House Third Edition, 1978.

SOC 314. The Family. Three hours.
An analysis of the structure and functions of the family as an institution and the factors making for family change.
The Family in Social Context, Third Edition, by Gerald R. Leslie, Oxford Unversity Press, 1976.

SOC 341. Criminology. Three hours.
Prerequisite: SOC 103. A study of causes, treatment, and prevention of crime. The presentation deals with criminology, penology, and criminal legislation in ancient and modern time. Not open to USM students with credit in SOC 280.
Criminology by Edwin H. Sutherland and Donald Cressey 8th Edition, 1970. Dilemmas in Criminology by Leonard Savitz, McGraw-Hill Book Co., 1967.

ANT 101. General or Introduction to Anthropology. Three hours.
An overview of the field of Anthropology: Physical Anthropology, Linguistics, Ethnology, and Archaeology; learning to understand and appreciate the different peoples and lifestyles throughout the world.
The Study of Anthropology by David E. Hunter and Phillip Whitten. New York, New York. Harper & Row, Inc., 1976. ISBN 0-06-047093-3.

ANT 201. Physical Anthropology. Three hours.
Origin and description of the diverse races of man.

ANT 212. Cultural Anthropology Three hours.
A comparative approach to the analysis of human cultural and social diversity. Includes an outline survey of world culture areas.

SPECIAL PROGRAMS

Citizenship Training Course. The Department of Independent Study cooperates with the United States Department of Justice, Immigration, and Naturalization Service in offering a course for candidates for naturalization. This course has been prepared by the Department of Justice and is designed for persons who have applied for citizenship and wish to prepare for the examination. A registration fee of $10.00 includes cost of all books and materials. (Non-Credit)

General Education Development (GED) Preparatory Course. The program is designed to assist adults wishing to pass the high school equivalency examination (GED). All five areas on which students will be examined are covered in this program. Students may take each examination separately upon completion of that phase of the course work. The cost is $43.00 per subject area or $215.00 for all five areas. (Non-Credit)

COURSES BY NEWSPAPER

Each year the Department of Independent Study participates in a nation-wide program entitled "Courses by Newspaper." CbN enables the department to offer select courses, in an innovative and interesting fashion, in conjunction with participating newspapers. The newspaper provides the medium through which "lectures" are presented and which are supplemented by specially written texts and student manuals, as well as through student contact with the course professor on at least two occasions.

Newspaper courses are normally offered for three semester hours of credit at the rate of $29 per semester hour. Credits earned in this fashion may be applied in the same manner as other courses taken through independent study.

Newspapers which carry this series will be advertising the courses early in the fall and winter semesters. All persons interested in this creative approach to independent study are urged to contact the Independent Study Department for information concerning participating newspapers and course details.

THE GREAT DECISIONS PROGRAM

The Department of Independent Study annually sponsors the Great Decisions program in Mississippi. The department counselor serves as the state wide coordinator for the program. Great Decisions is a nation-

wide citizen education effort conducted by the Foreign Policy Association, a private, non-profit corporation. Its intent is to offer citizens from all walks of life the opportunity to learn about the great issues facing this country each year in the field of foreign policy. A key feature of the program is the balloting procedure. Ballots are bound into the Great Decisions books, thus affording participants not only the opportunity to learn about foreign policy issues, but also the chance to register their opinions with policy makers in Washington regarding these issues.

Great Decisions is designed to be conducted as a group study and discussion program with participants meeting weekly for eight weeks or once for each issue presented in the book. These meetings are usually held in public libraries, churches, community centers or other convenient places. The discussion groups provide a good atmosphere for the exchange of ideas and concerns. In addition, Great Decisions is flexible enough to be used by any person who wishes to study foreign policy issues independently or it can serve as an excellent resource for those taking courses dealing with international relations.

The Great Decisions book is an excellent publication, regardless of how it is utilized, and can be purchased from the Independent Study Department for a total cost of four dollars.

APPENDIX

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